

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES EMPLOYMENT OPPORTUNITY

This Agency is charged with ensuring proper MEDICAID services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

HEALTH PLAN PROGRAM ANALYST

Role Title: Program Administration Specialist II

Position #00817

Pay Band 5, Level II Hiring Range: \$41,778 - \$72,000

Closing Date: August 12, 2013

DMAS Division of Integrated Care and Behavioral Services seeks health care professional to monitor Commonwealth Coordinated Care (CCC) program activity to ensure that providers and CCC managed care organizations are operating within contract guidelines. This position is also responsible for researching and investigating issues relating to member access to care, health care issues, and member benefits. Applicants must have considerable knowledge of principles and practices of managed care organizations and health programs. Requires considerable knowledge of the contract management and compliance of contracts. Must have working knowledge of practices of integrated care, legislative practices, research and evaluative techniques. Requires demonstrated ability to evaluate impact of legislation on operational issues. Must have considerable experience in the planning, development, analysis, and expansion of comprehensive health care programs and related operations. Experience in Medicare, Medicaid and/or managed care programs preferred. Demonstrated ability to communicate effectively orally and in writing with individuals at various levels and knowledge of MMIS is a plus. Must be able to work independently and collaboratively; with demonstrated ability to analyze information, and solve problems. Degree from an accredited college or university with a major coursework in social work, nursing, public health, health or business administration or related field preferred.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the Recruitment Management System (RMS) by 5:00 p.m. on the closing dates referenced above.

FAXED, E-MAILED, OR PAPER APPLICATIONS WILL NOT BE ACCEPTED

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <http://jobs.agencies.virginia.gov/applicants/Central?search=602>

DMAS: http://www.dmas.virginia.gov/ab-position_vacancies.htm

Applicants needing accommodation to apply for openings should contact the DMAS receptionist for additional information.

EEO/AA/ADA